

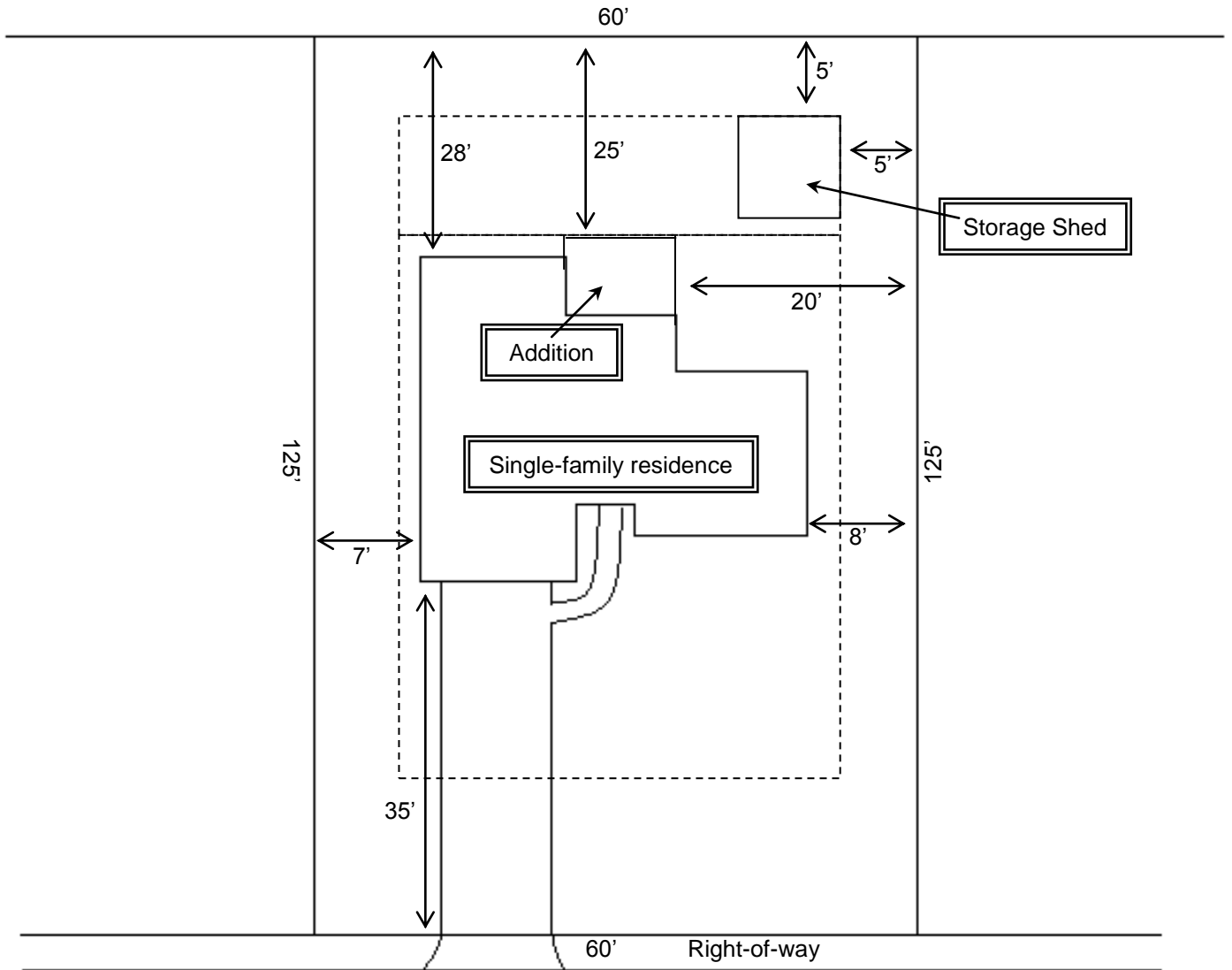
# CITY OF WEST COLUMBIA

## Certificate of Zoning Compliance for Building Permit

Please complete this form in its entirety. Use additional paper if necessary. Missing or inaccurate information will delay the review process. This form must be submitted with all requests for building permits. **Building Permits are required in addition to zoning permits and must be obtained through the Building Department.** It is the applicant's responsibility to apply for all additional permits. **Please contact the Zoning Administrator at (803) 791-1880 with any questions.** The City of West Columbia is pleased to assist you through this process.

Property Street Address		Tax Map #		Zoning Class	
Proposed Activity (Check all that Apply): <input type="checkbox"/> New Construction <input type="checkbox"/> Altering Existing Building <input type="checkbox"/> Land clearing/parking improvements					
Detailed Description of Activity <hr/> <hr/>					
Proposed Structure Height	Proposed Structure Square Footage (SF) (Gross)	Lot Area SF	All Other Structures SF (Gross)		
<b>Submit two copies of the site plan for all projects. Plans must include actual dimensions and shape of the lot, setback lines, off-street parking spaces, the sizes, height, use, and locations of existing structures on the lot, and the location and dimensions of a proposed structure or alteration, and other pertinent information. ZONING CERTIFICATES RELATING TO BUILDING PERMITS WILL NOT BE PROCESSED WITHOUT A SITE PLAN. See the back of this certificate for an example site plan. Landscape plans must be approved prior to site development activity.</b>					
<b>ADDITIONAL PERMITS ARE REQUIRED FOR THE FOLLOWING ACTIVITIES</b> <b>Please contact the Zoning Administrator for more information regarding additional zoning permits or approvals</b>					
<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <ul style="list-style-type: none"> <li>Temporary use for nonconforming buildings, structures, or uses incidental to construction or land development</li> <li>Using highlighting bright, dark, or vivid colors, such as red, yellow, orange, pink, purple, blue, green, black, or brown, on commercial buildings</li> <li>Other uses which require approval by the Planning Commission such as Subdivision Developments, Cluster Housing Developments, Group Developments, or High Rise Apartments.</li> </ul> </div> <div style="width: 48%;"> <ul style="list-style-type: none"> <li>Shipping/Storage Containers</li> <li>Projects Requiring Landscape Improvements</li> <li>Other Uses which Require a Special Exception or Approval from the Zoning Board of Appeals</li> <li>Projects located in an overlay district</li> <li>Class A, B, or C Mobile Homes</li> <li>Communication Towers and Antennas</li> <li>Temporary, Business, or Advertising Signs and Murals</li> </ul> </div> </div>					
<b>By signing this application, the applicant attests that this is a true and accurate representation of the proposed construction and activity and agrees that, whether intentional or unintentional, inaccurate measurements, inaccurate representation of structures, omissions, or other inaccurate information will result in the denial or revocation of this permit and may result in the revocation of additional permits and/or a fine.</b>					
Applicant Signature		Date		Applicant Printed Name	
Street Address	City	State	Zip Code	Telephone Number	
<b>Office Use Only. Do Not Write Below This Line.</b>					
<input type="checkbox"/> The building and lot conforms to the provisions of the West Columbia Zoning Ordinance. Conditions:					
<input type="checkbox"/> The building and/or lot does not conform to the provisions of the West Columbia Zoning Ordinance.					
Reason for Nonconformity/Section(s) Violated					
<input type="checkbox"/> Zoning Permit Approved. Conditions:					
<input type="checkbox"/> Zoning Permit Denied. Reasons:					
Appeals must be made within 30 days					
Zoning Administrator or Designee Signature			Date		

## EXAMPLE SITE PLAN



1234 Anywhere Lane, West Columbia, SC

### Square Footage

Residence: 2025 sq.ft.

Storage shed: 64 sq.ft.

Addition: 96 sq.ft.

### Structure Height

Residence height: 18'

Addition height: 18'

Parking for two vehicles provided in the driveway.

Zoning: R-3

### Minimum Yard Setbacks

Front: 25'

Side: Combined total of 10' (no less than 3' on one side)

Rear: 25' (principal structure)  
5' (accessory structure)

TMS#: 001234-56-789

**Drawing Not To Scale**

Submitted by: Professional Building Designs of Anytown, Inc.  
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West Columbia, SC 29169  
(803) 555-1212